



# **State of Wisconsin Department of Public Instruction**

**Elizabeth Burmaster, State Superintendent**

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May 20, 2009

TO: All School Food Authorities

FROM: Sarah Combs, MS, RD and Kelly Williams, RD, CD  
Public Health Nutritionist-School Nutrition Team

RE: **Announcing:** Grant Opportunity for the 2009-2010 School Year for Start-up and Participation Improvement Funding for the School Breakfast Program

Senator Herbert Kohl has come through for Wisconsin's children once again by sponsoring legislation for start-up and participation improvement school breakfast grants. The Department of Public Instruction continues to encourage all schools to provide a healthy breakfast to students. While all students may not need a school breakfast program, access to breakfast for many students is imperative to ensure academic success and a healthy start to the school day.

The purpose of the grants is to increase the number of children with access to morning nutrition. **Start-up grants** can be used to cover costs associated with implementing a school breakfast program (SBP) in a non-participating school site. A non-participating school site is defined as a school that did not have a permanent SBP during the 2008-2009 school year. **Participation improvement grants** can be used to cover costs associated with improving participation in schools that are currently approved to participate in the SBP.

We are currently waiting for USDA to approve and award the grant funding to UW-Extension. Once this happens, we anticipate providing funding to as many schools as possible. Our funding split will be 60% to new programs for start-up and 40% to existing programs for participation improvement. The grant is directed to the UW-Extension which sub-grants to the Wisconsin Department of Public Instruction. The total amount of funding going to schools is \$518,111. When setting the award amount, priority will be given to schools based on school enrollment and need as demonstrated by the free and reduced percentage.

The grant applications and instructions will be posted to our website by **Tuesday, June 9, 2009** at: <http://www.dpi.wi.gov/fns/sbp1.html>. As part of the grant application, SFAs must provide a budget proposal based on the amount of funding requested. A narrative explanation of each budget line item requested must also be included. In addition, you will need to include a brief narrative description of your plans to provide morning nutrition to students. The following information needs to be included:

**-OVER-**

<b>Assessment</b>	A careful assessment process often supports a successful plan. <b>Start-up:</b> How have you determined the need for school breakfast within your school building(s); have you ever tried a breakfast pilot? Do you utilize breakfast during testing periods? What are the hurdles to a school breakfast program? <b>Participation Improvement:</b> What breakfast model are you currently using? Do you need to change the way you are delivering morning nutrition to students? What are you planning on trying to help increase participation in your currently existing breakfast program?
<b>Objectives</b>	List what objectives you would like to accomplish with your new program or what goals you would like to accomplish to improve your program. Objectives should be measurable. Some examples may include: 20% of students who participate in lunch will also have breakfast each day or an increase in participation by 30% from previous year, etc.
<b>Plan</b>	What are your plans for implementing the program or improving the program? Be sure to show support to the objectives you have stated above; remember to include any promotions and initiatives to elicit staff, student, and parent support for student breakfast.
<b>Evaluation</b>	Evaluations will be conducted mid-year and at the end of the school year to assess stated objectives and implementation of the breakfast program.

Once grant awards have been determined, you may be asked to revise your budget based on the amount your school/school district has been awarded.

Please download the application to your personal computer, fill out the application electronically, print a copy and have it signed by the appropriate staff members. Once signed, submit the original application to:

Wisconsin Department of Public Instruction  
ATTN: Sarah Combs and Kelly Williams  
School Nutrition Team  
P.O. Box 7841  
Madison, WI 53707-7841

**Due Date: Applications are due at DPI on Monday, July 20, 2009. Applications received after that date MAY NOT be considered for funding.**

Questions regarding this funding opportunity can be directed to:

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